

MEMORANDUM OF AGREEMENT
BETWEEN THE
LOWELL SCHOOL ADMINISTRATORS ASSOCIATION
AND THE
LOWELL SCHOOL COMMITTEE

WHEREAS, the Lowell School Administrators Association ("the LSAA") and the Lowell School Committee ("the School Committee") are parties to a Collective Bargaining Agreement that is effective from July 1, 2017 through June 30, 2020 ("the Contract");

WHEREAS, the School Committee notified the LSAA that, in order to make improvements to the delivery of education and services needed by families, it was proposing to add the position of Coordinator of Social Emotional Learning.

WHEREAS, the LSAA and the School Committee have bargained over the Job Description and other terms and conditions of employment of the Coordinator of Social Emotional Learning;

NOW, THEREFORE, the LSAA and the School Committee agree to the following terms and conditions:

1. The Job Description of the Coordinator of Social Emotional Learning (attached).
2. The work year for the Coordinator of Social Emotional Learning shall be 196 days.
3. Compensation is paid pursuant to the Collective Bargaining Agreement. This position shall be added to the salary grid equivalent to Coordinator for Alternative Schools.
4. The Coordinator of Social and Emotional Learning shall be posted and filled in accordance with Article XII of the Contract. The parties agree to a six (6) calendar day posting period in order to enable the position to be filled as soon as possible.

Signed in the City of Lowell on this ____ day of December, 2019.

LOWELL SCHOOL COMMITTEE

LOWELL SCHOOL
ADMINISTRATORS ASSOCIATION

By: _____
Joel D. Boyd, Ed.D, Superintendent

By: _____
Shelby Boisvert, President

LOWELL PUBLIC SCHOOLS
LOWELL, MASSACHUSETTS

Social Emotional Learning Coordinator

The Social Emotional Learning Coordinator develops and implements K-8 social emotional learning programs and coordinates internal and external resources at assigned schools. The coordination of resources requires the Social Emotional Learning Coordinator to work in cooperation with school staff, parents and community-based organization representatives to meet the needs of at-risk students and their families.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Develop a comprehensive and cohesive social emotional learning curriculum K-8.
- Coordinate and Implement school-wide social emotional learning programs/curriculum that contribute to the overall positive school climate.
- Coordinate in-school and community resources to have maximum impact on the delivery of prevention, tiered intervention and treatment programs to at-risk students and their families.
 - Work collaboratively with administration, other building personnel and parents to expedite access to services for the school-based targeted population and reduce duplication of services.
 - Collect, analyze, compile and report on data in the areas including but not limited to: number of students serviced in individual or small group intervention, types of groups offered, attendance, and behavior.
 - Establish a plan and timeline for the development of the social emotional learning program and provide quarterly reports that outline the progress of the program.
- Coordinate services through the participation of in school-based quarterly reports that outline the progress of the programs.
- Implement programs that will address such preventative measures through Casel's social emotional learning model. Such as decision making, conflict resolution (i.e.: Second Step curriculum, open circle), social skill deficits, restorative practices, and check in/check out mentoring, as directed by the administrator.
- Any other duties as assigned by Chief Academic Officer.

QUALIFICATION REQUIREMENTS:

- Master's degree from an accredited college or university in school psychology, social work, education, early childhood development, psychology, or related field or equivalent
- Clinical license required: MFT, LPCC, LCSW, LICSW or Ph.D./Psy.D.
- Background in grades K-8
- Certification valid for service as an Administrator (e.g. Assistant Principal/Principal or Supervisor-Director).
- Demonstrated ability to work with individuals and small groups.
- Five years' experience as social worker, guidance counselor, BCBA, or principal.
- Demonstrated ability to work independently.
- Demonstrating proficiency in working efficiently and collaboratively with school-based administration, teachers, and community-based organization representatives.

REPORTS TO: Chief Academic Officer
WORK YEAR: 196 days
COMPENSATION: Per LSAA Contract